

## ***Minutes***

### **DAGSBORO TOWN COUNCIL**

**Bethel Center – 28307 Clayton Street**

**Monday, November 21, 2016**

#### **I. CALL MEETING TO ORDER**

6:00 p.m.

In attendance were: Mayor Norwood Truitt, Vice-Mayor Brian Baull, Council Members Patrick Miller, William Chandler, Theresa Ulrich, Attorney Rob Witsil, Town Administrator Cynthia Brought, Police Chief Floyd Toomey and Engineer Kyle Gulbronson. See attached sign in sheet for other members of the audience.

#### **II. PUBLIC COMMENT**

Vice-Mayor Baull reminded those in attendance about the tree lighting at 7pm on November 26<sup>th</sup> and the December 8<sup>th</sup> Christmas Parade at 7pm.

Motion to close public comment was made by Vice-Mayor Baull and seconded by Councilwoman Ulrich. All in favor.

#### **III. APPROVAL OF MINUTES**

##### **A. October 25, 2016– Town Council Minutes**

Motion to approve the minutes with a change from August 1<sup>st</sup> to October 25<sup>th</sup> was made by Councilman Chandler and seconded by Councilman Miller. All in favor.

#### **IV. CONSENT AGENDA**

##### **A. Police Department Report**

Chief Toomey reviewed his report stating that drug arrests have risen. However, the drug traffic is mostly local and not as much is from Maryland, like in the past.

##### **B. Treasurer's Report**

##### **C. Administrative Report**

Mayor Truitt reviewed the administrative report with council. Mayor Truitt updated the storm damage status in regard to insurance payment and the timeline of repairs. He also reported that he and Councilman Chandler would continue on Town Council, as they were the only applicants for the two open positions. There was a quick review of scheduling upcoming public hearings.

There was a discussion between Council and Attorney Rob Witsil concerning the code violations of property at 33202 Main Street. Attorney Witsil would like any personal history that the council may have. Town Administrator was given the authority to move forward with an inspection along with a representative from AECOM. A letter informing and inviting landlord, Clay Hall, will be prepared and sent out prior to the inspection. A report concerning the property will then be prepared for Attorney Rob Witsil.

D. Economic Development Committee

E. Building Official Report

F. Code Enforcement Report

G. Meeting Reports

H. Water Department Report

I. Prince George's Chapel Cemetery Report

J. Correspondence

Motion to approve the consent agenda was made by Councilman Chandler and seconded by Vice-Mayor Baull. All in favor.

#### V. PLANNING & ZONING COMMITTEE

No meeting was held in October or November.

#### VI. NEW BUSINESS

- A. Consideration of a Discuss de-annexation of parcel 2-33-11.00-3.00, located at 28359 Dagsboro Road, owned by Lucinda & Terry Hearn and Joanne & Charles Bireley

The issue with this property is that the cost of getting sewer alone would be \$700,000. They wanted to know if there is a process of de-annexation that Town Council could come up with and discuss through a committee. There is nothing in the code books regarding this. Attorney Witsil recommended to just reverse the annexation process. This would include a petition to be signed by the involved parties and a committee of at least three council members to investigate the possibility of de-annexation and report back to the Town Council within ninety days. Mayor Truitt, Councilman Miller, and Councilwoman Ulrich will be the committee. Attorney Witsil will check the County code also.

- B. Consideration of handrail

A handrail would be beneficial to those accessing Town Hall that may have difficulty with the steps and the door. There was a discussion about the fact that the Eastern Shore Porch and Patio quote is cheaper, but is a lower quality and would possibly break and need repaired more frequently.

Motion to move forward with Marvel's Welding providing a black, steel handrail for Town Hall was made by Councilman Chandler and seconded by Vice-Mayor Baull. All in favor.

#### VII. OLD BUSINESS

- A. Kyle Gulbronson – status update for the DNREC Wastewater, Surface Water and Drinking Water matching grant

The grant was submitted last Wednesday. The grant is for \$45,000 which includes the survey work, the engineering design, and the set of plans. This covers a large area: mostly Warrington Street, parts of

Sussex Street, and the drainage ditch behind Bodie's. The town would be responsible for \$22,500. This could be paid with the Realty Tax Transfer funds or ask legislators if the community fund could provide this. These will be reviewed in December and a decision will be made in January.

- B. Discussion of Ordinance to adopt Conditional Use Zoning Classifications In All Zoning Districts Defined In Chapter 27 5; To Authorize The Planning and Zoning Commission To Review Conditional Use Applications By Amending Section 34-8; To Adopt A Definition of "Conditional Use" By Amending Section 275-8; To Adopt A Procedure To Review, Determine, Regulate And Require Application And Review Fees For Conditional Uses By Adopting New Section 275-47 Entitled "Conditional Uses"; To Provide Notice Requirements For Conditional Use Applications By An Amendment To Section 275-63; And To Provide For Site Plan Review And Approval Of A Conditional Use Application By Amending Section 275-40.

This item will be placed back on the agenda next month to continue discussion and vote. A public hearing will possibly take place in February.

- C. Consideration of Canon Copier – 2<sup>nd</sup> quote (from Randall Cash)

This quote has significant savings on the maintenance contract.

Motion was made to accept the quote from Randall Cash by Councilman Chandler and seconded by Councilman Miller. All in favor.

#### VIII. PUBLIC COMMENT

Bob Flowers gave an update on the interconnect meter. The meter is now connected.

#### IX. ADJOURNMENT

A motion to adjourn the public segment was made by Councilman Chandler and seconded by Vice Mayor Baull. All were in favor.

Respectfully submitted by;

Megan Thorp  
Town Clerk